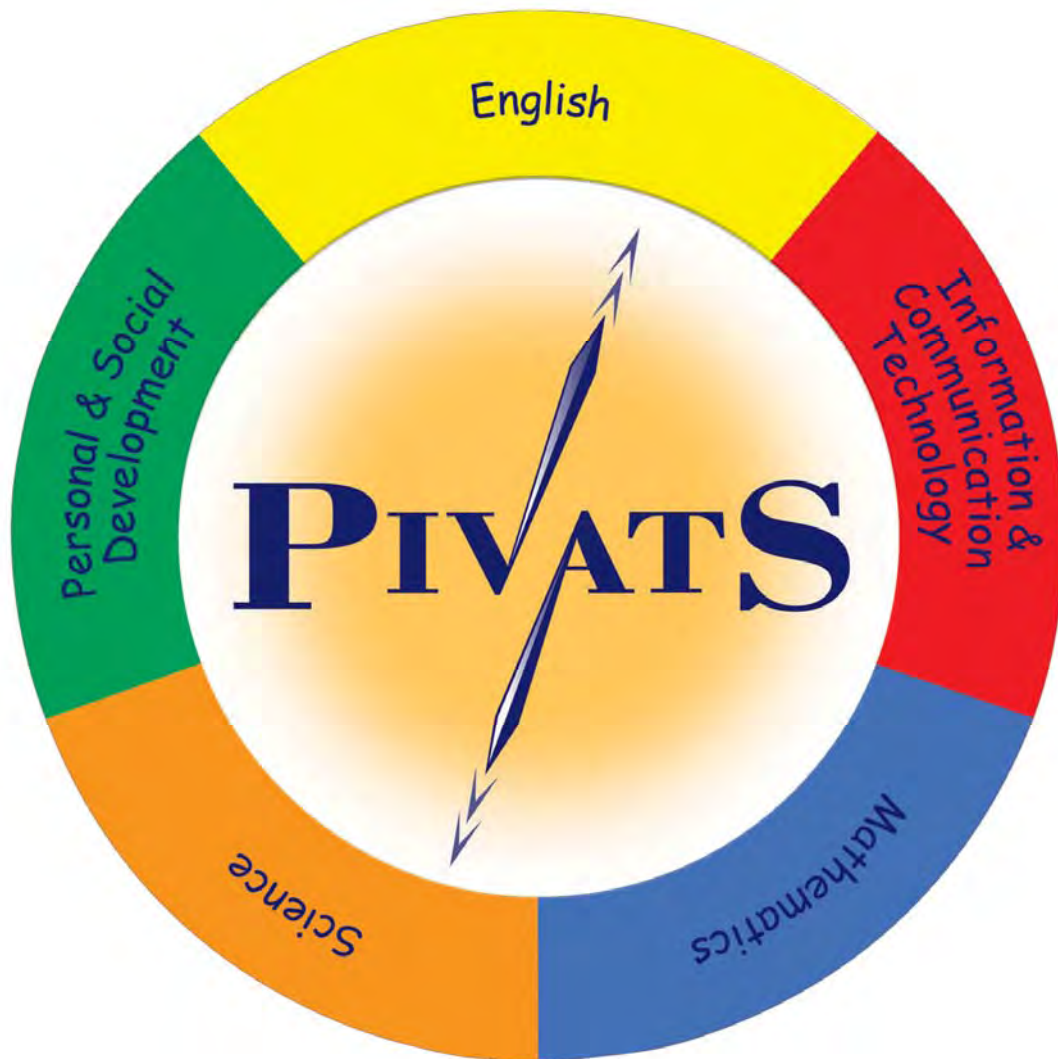


User Guide



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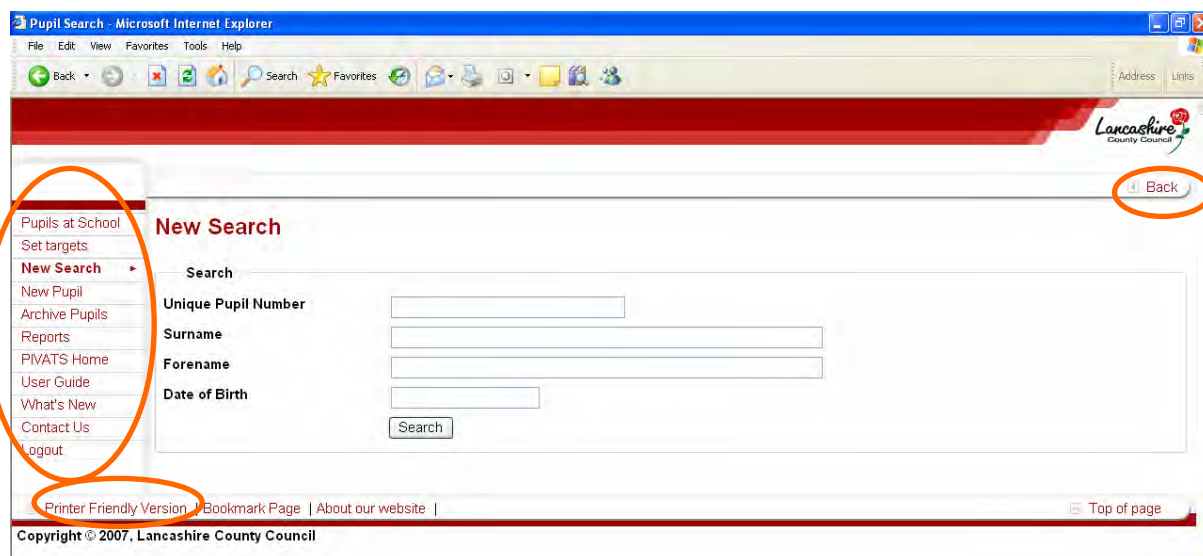
What's New

The design of the PIVATS online data analysis website was altered during the summer of 2007 to meet Lancashire's standardised web design. The website design now meets accessibility criteria which allow for the resizing of the screen and the enlargement of text for ease of legibility. The colours of the website now reflect the corporate colours of Lancashire and contain the red rose logo at the top of the page.

The main difference seen by the user is the layout of the basic screen. The links used to navigate around the website have moved from the top of the screen, to the left hand side of the screen. All the existing links will be found here, together with some new features such as a link to an online version of this user guide which will enable us to issue updates faster.

An additional navigation link has been added to the top right hand corner of the PIVATS screens. By clicking the **Back** link, you will be taken back to the preceding page selection.

At the bottom of each screen on the left is a link to a **Printer Friendly Version** of the page which the user is on. Clicking on this link displays the selected page without the links on the left and removes unneeded graphics, so that it will fit onto a page for printing. To go back to the previous screen, click on your internet browser's back button.

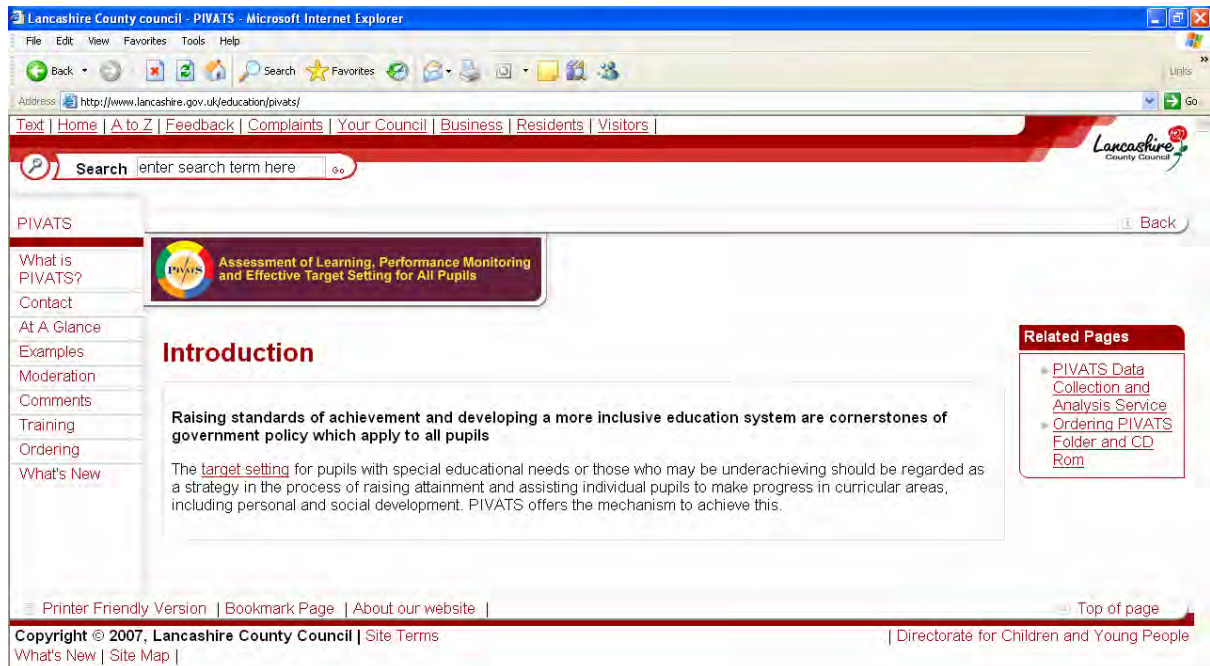


What users may not see so much of is the behind-the-scenes developments in the functional workings of the PIVATS website which address many of our concerns and include items from our customer feedback. We hope that this will lead to better experience of the PIVATS website, however we encourage our users to continually offer us feedback and ways of future development, via the **Contact Us** link on the left hand menu.

PIVATS Homepage

The web address is www.lancashire.gov.uk/education/pivats

This web page is intended to provide an overview of PIVATS and what we are aiming to achieve through investment in PIVATS. This webpage also contains a link to PIVATS Data Collection and Analysis Service, which is the user interactive website.



PIVATS Log In

Below is a screenshot of the PIVATS Website Log In page. The username is generally a combination of the LA number and the DCFS number with no space in between (e.g. 8887024). The username and password will be issued to the user in a letter shortly after the PIVATS online data analysis package is ordered. Each password expires after 3 months and the user will be prompted to decide on a new password when this occurs.

PV-0000 PIVATS Login Form - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Links

Address http://devinter/privats/Login.asp?Error=0 Go

PIVATS Home
User Guide

Assessment of Learning, Performance Monitoring and Effective Target Setting for All Pupils

PIVATS user login

Log In

User Id:

Password:

Log In

Please ensure you enter your password in the correct case.

Please make sure the password box is empty before typing in your password.

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Lancashire County Council offers various franchising agreements for schools, services, local education authorities, agencies or organisations to use PIVATS performance indicators and data collection and analysis system. All users must be registered with Lancashire County Council.

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Prior to log in the user is able to navigate to the PIVATS Home Page and the electronic copy of the User Guide, using the links on the left hand side of the page.

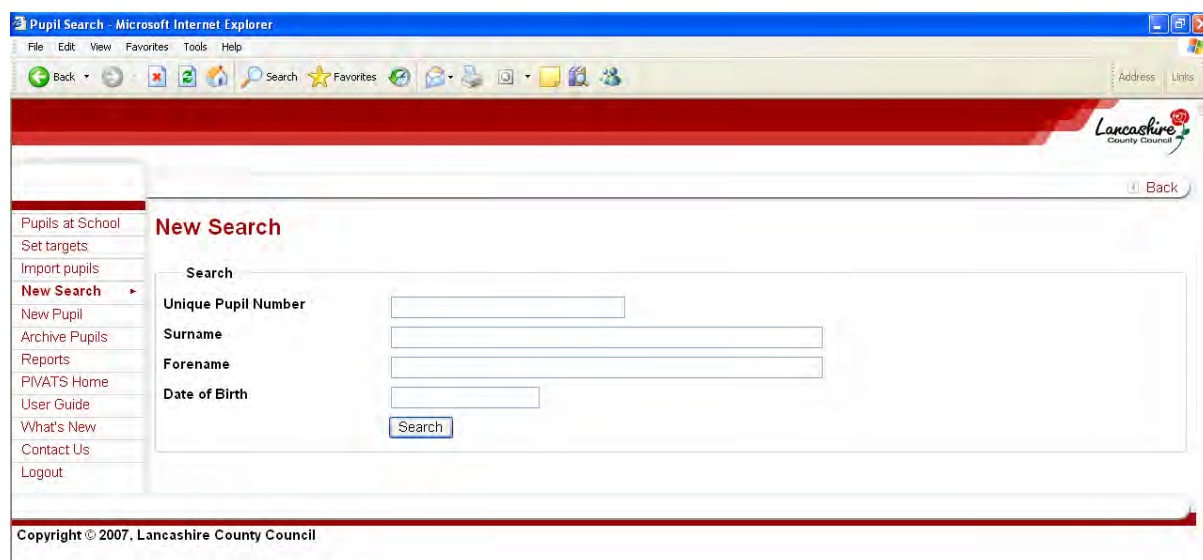
For help with usernames and passwords, please contact the PIVATS team care of the Professional Support Team on 01772 531555.

New Search

When you initially log in, the following **New Search** screen will be displayed, enabling you to search for a particular pupil.

This screen can also be accessed by clicking the **New Search** tab at the top of the screen.

To enter new details of a pupil, please see **New Pupil**.



Please enter your search criteria in any of the boxes to help you find a particular pupil.

If a Unique Pupil Number, Surname or Forename is entered, the search will be made starting with the specified string of characters.

For example: “MAR” entered in the forename field, would return all entries where the forename starts with “MAR”, therefore returning MARK, MARCUS and MARTINE.

If data is entered in more than one field, all fields will be used to perform the search.

For example: “AN” entered in the forename field and “PARK” entered in the surname field, would return all entries where the forename starts with “AN” and the surname starts with “PARK”, therefore returning ANNABEL PARK, ANYA PARKER, ANDREW PARKES and ANTHONY PARKS.

If a date of birth is entered, it must be in the format dd-mmm-yyyy (e.g. 24-Sep-01). This will only find those pupils with an exact match on date of birth.

When all the search data has been entered, please click the <search> button.

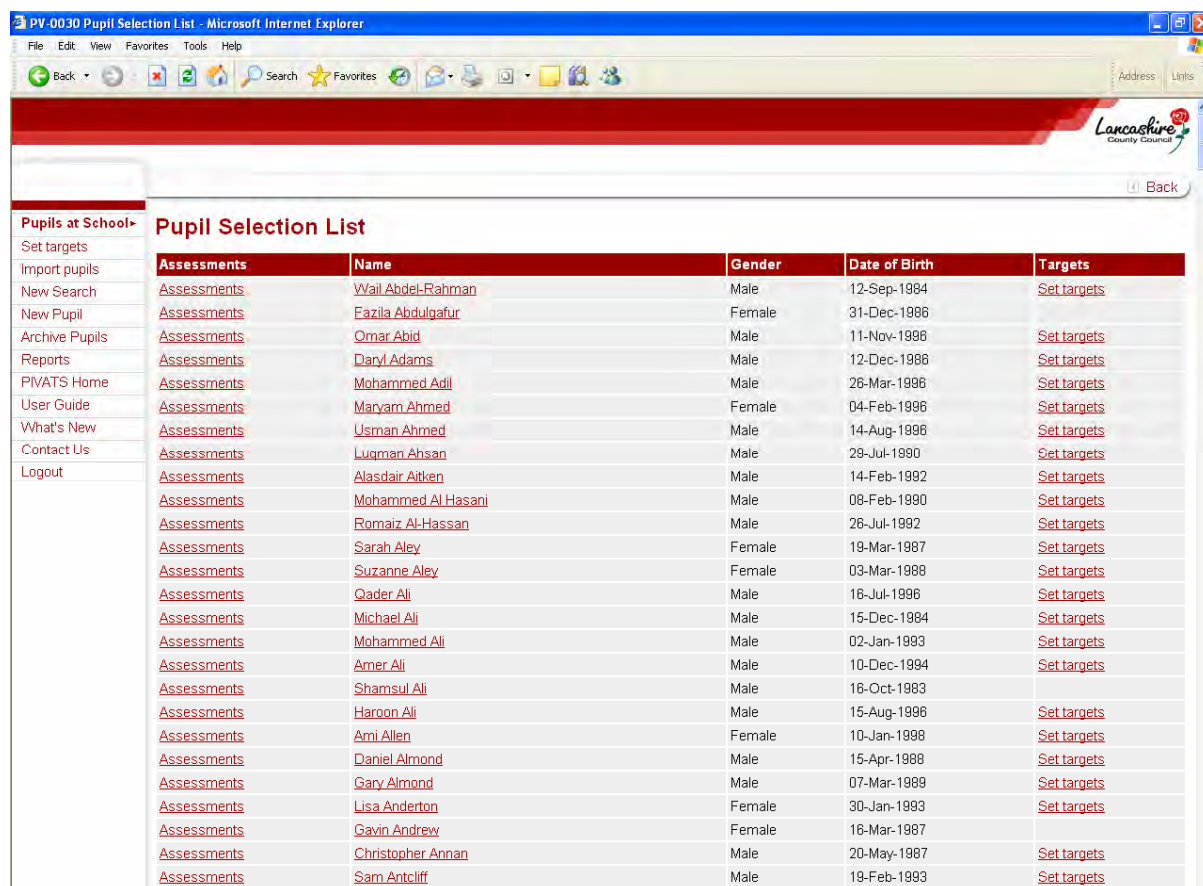
If no pupils are found matching the specified criteria a message ‘No pupils were found matching that search’ will be displayed on the screen.

On a successful search, the Pupil Selection List screen will be displayed showing all pupils that matched the specified criteria.

Pupil Selection List

This screen will be displayed when search data has been entered on the **New Search** screen and a successful search has been performed. The **Pupil Selection List** screen shows all pupils from your school matching the specified criteria.

To view a complete list of pupils from your school, please click on the **Pupils at School** link.



Assessments	Name	Gender	Date of Birth	Targets
Assessments	Wail Abdel-Rahman	Male	12-Sep-1984	Set targets
Assessments	Fazila Abdulgafur	Female	31-Dec-1986	
Assessments	Omar Abid	Male	11-Nov-1986	Set targets
Assessments	Daryl Adams	Male	12-Dec-1986	Set targets
Assessments	Mohammed Adil	Male	26-Mar-1986	Set targets
Assessments	Maryam Ahmed	Female	04-Feb-1996	Set targets
Assessments	Usman Ahmed	Male	14-Aug-1986	Set targets
Assessments	Luqman Ahsan	Male	29-Jul-1980	Set targets
Assessments	Alasdair Aitken	Male	14-Feb-1992	Set targets
Assessments	Mohammed Al Hasani	Male	08-Feb-1990	Set targets
Assessments	Romaiz Al-Hassan	Male	26-Jul-1992	Set targets
Assessments	Sarah Aley	Female	19-Mar-1987	Set targets
Assessments	Suzanne Aley	Female	03-Mar-1988	Set targets
Assessments	Qader Ali	Male	16-Jul-1986	Set targets
Assessments	Michael Ali	Male	15-Dec-1984	Set targets
Assessments	Mohammed Ali	Male	02-Jan-1993	Set targets
Assessments	Amer Ali	Male	10-Dec-1994	Set targets
Assessments	Shamsul Ali	Male	16-Oct-1983	
Assessments	Haroon Ali	Male	15-Aug-1996	Set targets
Assessments	Ami Allen	Female	10-Jan-1998	Set targets
Assessments	Daniel Almond	Male	15-Apr-1988	Set targets
Assessments	Gary Almond	Male	07-Mar-1989	Set targets
Assessments	Lisa Anderton	Female	30-Jan-1993	Set targets
Assessments	Gavin Andrew	Female	16-Mar-1987	
Assessments	Christopher Annan	Male	20-May-1987	Set targets
Assessments	Sam Antcliff	Male	19-Feb-1993	Set targets

There are a number of shortcuts (underlined in red) on the above **Pupil Selection List** screen.

These shortcuts are:

- **Assessments** – this shortcut takes the user to the **Assessment List** for the selected pupil. If no assessments have been recorded for this pupil, the **Assessment List** screen will be displayed with the message that: “No assessment records exist for this pupil”.
- **Details** – this shortcut shows the **Pupil Details** screen allowing the user to view and amend pupil details for the selected pupil.
- **Set Targets** – this shortcut displays the **Targets** screen allowing the user to set, view and amend individual targets. If there is no link for set targets alongside a Pupil, no assessments have been set which means no targets can yet be set.

To return to the **Pupil Selection List** at any point, please click the **Back** link at the top right hand of the screen.

Pupil Details

This screen can be accessed two different ways:

- by clicking the **Details** link alongside a pupil's name
- by clicking on a underlined pupil name on the **Pupil Selection List**

The **Pupil Details** screen allows you to view and amend all pupil details, except for the UPN which is locked from the first data entry. For UPN changes please contact the PIVATS team.

PV-0015 Pupil Details - School - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Home Address Links

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Pupil Details

Current Pupil: DAVE SMITH Born 01-FEB-1996

Unique Pupil Number: A0000000000000

Surname: SMITH

Forenames: DAVE

Gender: Male

Postcode: PR3 5TH eg: AB12 3CD or PR1 2JE

Free School Meals? Yes

Ethnic Code: WHITE, OTHER(KNOWN)

English as an Additional Language? Yes

Date of Birth: 01-FEB-1996 (dd/mm/yyyy)

Stage on the Code of Practice: Band 2

Statement of Educational Need? No

Main area of SEN: VISUALLY IMPAIRED

Looked After Child? No

Update Reset

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To amend any of the pupil details, please overwrite the existing data with the new values and once you are ready to confirm these changes, click the **Update** button at the base of the form.

If you need to disregard your changes, please press the **Reset** button at the base of the form to restore the saved values for that pupil.

For an explanation of the fields please see the next page on **New Pupil Details**.

New Pupil Details

To enter details of a new pupil, please click the **New Pupil** tab on the left of the screen. The following screen will be displayed allowing you to enter personal information for each pupil.

PV-0015 Pupil Details - School - Microsoft Internet Explorer

File Edit View Favorites Tools Help

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Pupil Details

Pupils at School
Set targets
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Unique Pupil Number

Surname

Forenames

Gender

Postcode eg: AB12 3CD or PR1 2JE

Free School Meals?

Ethnic code

English as an Additional Language?

Date of birth: (dd/mm/yyyy)

Stage on the Code of Practice

Statement of Educational Need?

Main Area of SEN

Looked After Child?

Update Reset

Printer Friendly Version | Bookmark Page | About our website | Top of page

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UPN – once entered the UPN cannot be changed, please check the entry carefully before clicking the update button at the base of the form.

Surname/Forename – please enter surname, then forename in the relevant boxes.

Gender – use the dropdown box to select one of the options

Postcode – please enter in 7 digit or 6 digit format with a gap in between the two sections.

Free School Meals – please use the dropdown box to select if the pupil is eligible for FSM.

Ethnic Code – please select the relevant ethnic code for the pupil from the dropdown list.

This field is compulsory, however there is an option “Preferred not to say” if this is relevant.

English as an Additional Language – if the pupil does not speak English as a first language please select Yes from the dropdown menu.

Date of Birth – please enter the date of birth in the format dd/mm/yyyy (e.g. 21/02/1995).

Stage on the Code of Practice – please select the relevant entry for the pupil from the list.

Statement of Educational Need – if the pupil is statemented, please select Yes from the list.

Main Area of SEN – please select the Primary SEN type from the dropdown list.

Looked After Child – if the child has been looked after for a continuous period of 12 months or more, please select Yes from the dropdown list.

Please enter details in all information boxes and click the <Update> button to store the details on the database.

Assessment List

Alongside each pupil's name in the **Pupil Selection List**, there is a link for **Assessments**. This will take the user to the **Assessment List** for the individual pupil selected.

If the pupil has no assessments, the message displayed on the screen below will be: "No assessment records exist for this pupil".

Date of Test	Complete?	Date entered
31-May-2003	Yes	19-May-2003
26-May-2004	Yes	09-Jun-2004

To view an individual assessment, please click on the underlined date of test link.

To add a new assessment click on the **New Assessment** link to the bottom right of the form, alternately click on the **New Assessment** link at the top of the left hand menu bar.

New Assessment

Clicking on the **New Assessment** link displays the following screen for the relevant pupil.

PIVATS Assessment Details

Current Pupil: DAVE SMITH Born 01-FEB-1996 - [Details](#)

Details

Date of Assessment:

Year Group at Time of Assessment: R

Receives Additional Staffing Support? Yes

Number of hours support:

How is the majority of support provided?

Aspects	PIVATS Level	PIVATS Score	P Scale Milestone
Speaking and Listening - Listening	<input type="text"/>	<input type="text"/>	
Writing	<input type="text"/>	<input type="text"/>	
Reading	<input type="text"/>	<input type="text"/>	
Speaking and Listening - Speaking	<input type="text"/>	<input type="text"/>	
Number	<input type="text"/>	<input type="text"/>	
Using and Applying	<input type="text"/>	<input type="text"/>	
Shape, Space and Measure	<input type="text"/>	<input type="text"/>	
Interacting and Working with Others	<input type="text"/>	<input type="text"/>	
Independent and Organisational Skills	<input type="text"/>	<input type="text"/>	
Scientific Enquiry	<input type="text"/>	<input type="text"/>	
Attention	<input type="text"/>	<input type="text"/>	
Materials and Their Properties	<input type="text"/>	<input type="text"/>	
Physical Processes	<input type="text"/>	<input type="text"/>	
Life processes and Living Things	<input type="text"/>	<input type="text"/>	
Finding Things Out	<input type="text"/>	<input type="text"/>	
Developing Ideas & Making Things Happen	<input type="text"/>	<input type="text"/>	
Exchanging and Sharing Information	<input type="text"/>	<input type="text"/>	

Firstly fill in the details of this particular assessment period.

Date of Assessment – please enter the date of this assessment in the format dd/mm/yyyy (e.g. 19/06/2007)

Year Group at Time of Assessment – please select the year group from the dropdown menu that the pupil was in at the time of assessment.

Receives Additional Staffing Support? – using the dropdown list, please select yes or no.

Number of hours support – if the answer to question above is yes, please select the number of hours support that closely matches the support the pupil receives.

How is the majority of support provided? – if the pupil receives additional staffing support, select whether they receive the majority of the support, in groups or individually.

Set Targets

On the **Pupil Selection List**, clicking the link to the right of a pupil labelled **Set Targets** will display the following screen. This screen can also be reached by selecting the **Set Targets** link from the left hand menubar, although a pupil must have previously been selected.

Targets

Current Pupil: **DANIEL MARTIN** Born 19-MAR-1993 - [Details](#)

ELEMENT	Past scores		Targets	
	May 2003	May 2004	Suggested	
Speaking and Listening - Listening	68	80	<input type="text" value="107"/>	<input type="text" value="107"/>
Writing	63	68	<input type="text" value="95"/>	<input type="text" value="95"/>
Reading	63	68	<input type="text" value="95"/>	<input type="text" value="95"/>
Speaking and Listening - Speaking	69	74	<input type="text" value="101"/>	<input type="text" value="101"/>
Number	70	78	<input type="text" value="116"/>	<input type="text" value="116"/>
Using and Applying	68	84	<input type="text" value="122"/>	<input type="text" value="122"/>
Shape, Space and Measure	69	74	<input type="text" value="112"/>	<input type="text" value="112"/>
Interacting and Working with Others	59	48	<input type="text" value="49"/>	<input type="text" value="49"/>
Scientific Enquiry	84	85	<input type="text" value="93"/>	<input type="text" value="93"/>
Independent and Organisational Skills	78	62	<input type="text" value="63"/>	<input type="text" value="63"/>
Attention	67	49	<input type="text" value="50"/>	<input type="text" value="50"/>
Materials and Their Properties	85	87	<input type="text" value="95"/>	<input type="text" value="95"/>
Physical Processes	83	84	<input type="text" value="92"/>	<input type="text" value="92"/>
Life processes and Living Things	85	89	<input type="text" value="97"/>	<input type="text" value="97"/>
Finding Things Out			<input type="text"/>	<input type="text"/>
Developing Ideas & Making Things Happen			<input type="text"/>	<input type="text"/>
Exchanging and Sharing Information			<input type="text"/>	<input type="text"/>

Targets for:

Past targets:

Import Pupils

This facility is only available to those schools within Lancashire.

Clicking on the Import Pupils option on the left hand menu, displays the following screen. This facility enables schools to import the Pupil details to PIVATS from School Census.

PV-0200 Import Pupils - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites

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Pupils at School
Set targets
Import pupils
New Search
New Pupil
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Import Pupils from School Census

Year groups included:

N	R	1	2	3	4	5	6	7	8	9	10	11
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

search

Please check the year groups that you require, then check the pupils that you wish to import to PIVATS. If you check a pupil by mistake, check him/her again.

Either we have no School Census data for your school or all the pupils we have School Census data for are already on PIVATS...

UPN	Name	Date of Birth	Gender
-----	------	---------------	--------

Import to PIVATS

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Firstly place a tick in the boxes to select the year groups required. The default selection is all groups as shown above. Then click **Search**.

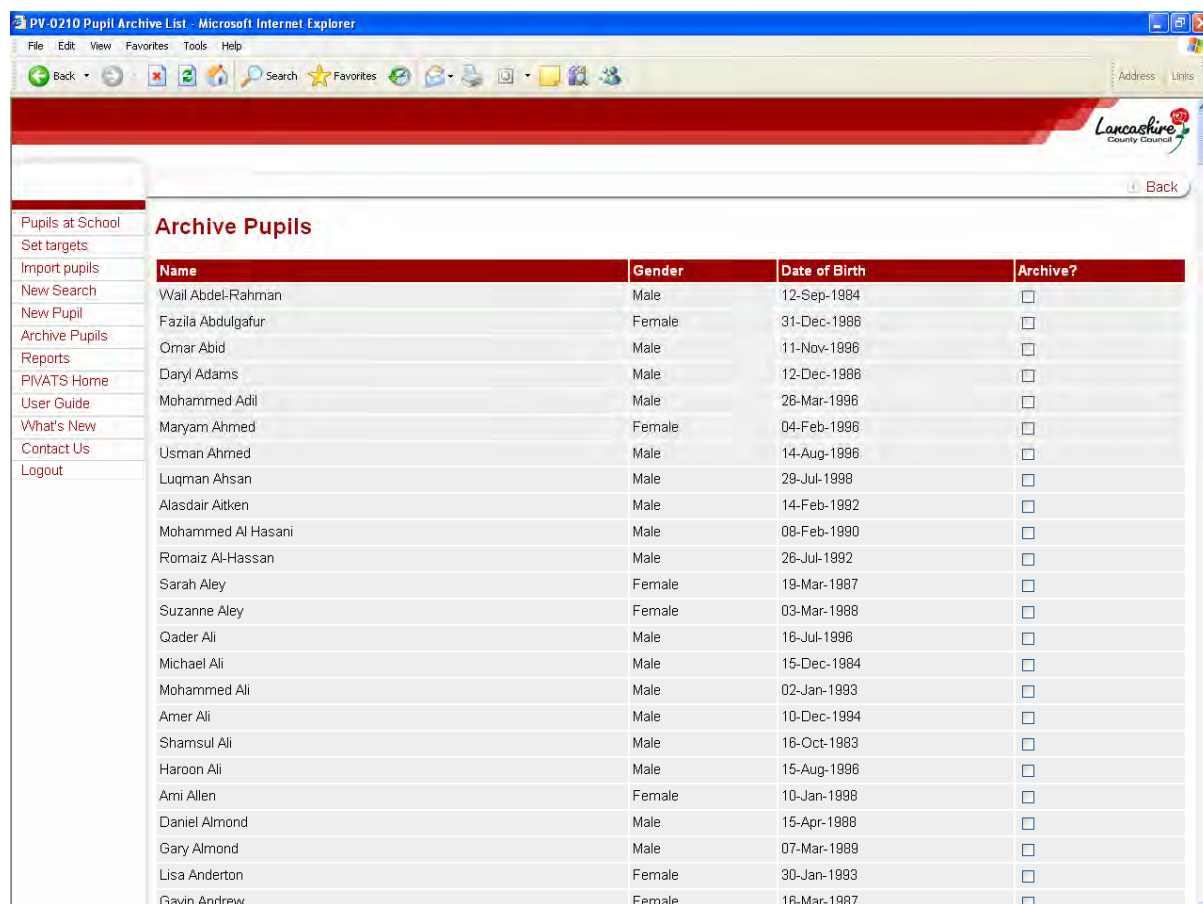
A list of pupils found within the School Census (formerly PLASC) for the school will then be displayed. Please click on a pupil to import and they will be highlighted, ready for import. If you select a pupil in error, please click on them again to remove the highlighting and deselect them.

Once you have highlighted all the pupils that you wish to import, please click on the **Import to PIVATS** button at the bottom of the screen.

Please note: There is facility for uploading pupil details to those schools that are outside of Lancashire. For further details, please contact the PIVATS team who will glad to assist you.

Archive Pupils

To archive pupils who are no longer present at your school, please click on the **Archive Pupils** link on the left hand side menu bar, which will display the following screen.



Name	Gender	Date of Birth	Archive?
Wail Abdel-Rahman	Male	12-Sep-1984	<input type="checkbox"/>
Fazila Abdulgafur	Female	31-Dec-1986	<input type="checkbox"/>
Omar Abid	Male	11-Nov-1996	<input type="checkbox"/>
Daryl Adams	Male	12-Dec-1986	<input type="checkbox"/>
Mohammed Adil	Male	26-Mar-1996	<input type="checkbox"/>
Maryam Ahmed	Female	04-Feb-1996	<input type="checkbox"/>
Usman Ahmed	Male	14-Aug-1996	<input type="checkbox"/>
Luqman Ahsan	Male	29-Jul-1998	<input type="checkbox"/>
Alasdair Aitken	Male	14-Feb-1992	<input type="checkbox"/>
Mohammed Al Hasani	Male	08-Feb-1990	<input type="checkbox"/>
Romaiz Al-Hassan	Male	26-Jul-1992	<input type="checkbox"/>
Sarah Aley	Female	19-Mar-1987	<input type="checkbox"/>
Suzanne Aley	Female	03-Mar-1988	<input type="checkbox"/>
Qader Ali	Male	16-Jul-1996	<input type="checkbox"/>
Michael Ali	Male	15-Dec-1984	<input type="checkbox"/>
Mohammed Ali	Male	02-Jan-1993	<input type="checkbox"/>
Amer Ali	Male	10-Dec-1994	<input type="checkbox"/>
Shamsul Ali	Male	16-Oct-1983	<input type="checkbox"/>
Haroon Ali	Male	15-Aug-1996	<input type="checkbox"/>
Ami Allen	Female	10-Jan-1998	<input type="checkbox"/>
Daniel Almond	Male	15-Apr-1988	<input type="checkbox"/>
Gary Almond	Male	07-Mar-1989	<input type="checkbox"/>
Lisa Anderton	Female	30-Jan-1993	<input type="checkbox"/>
Gavin Andrew	Female	16-Mar-1987	<input type="checkbox"/>

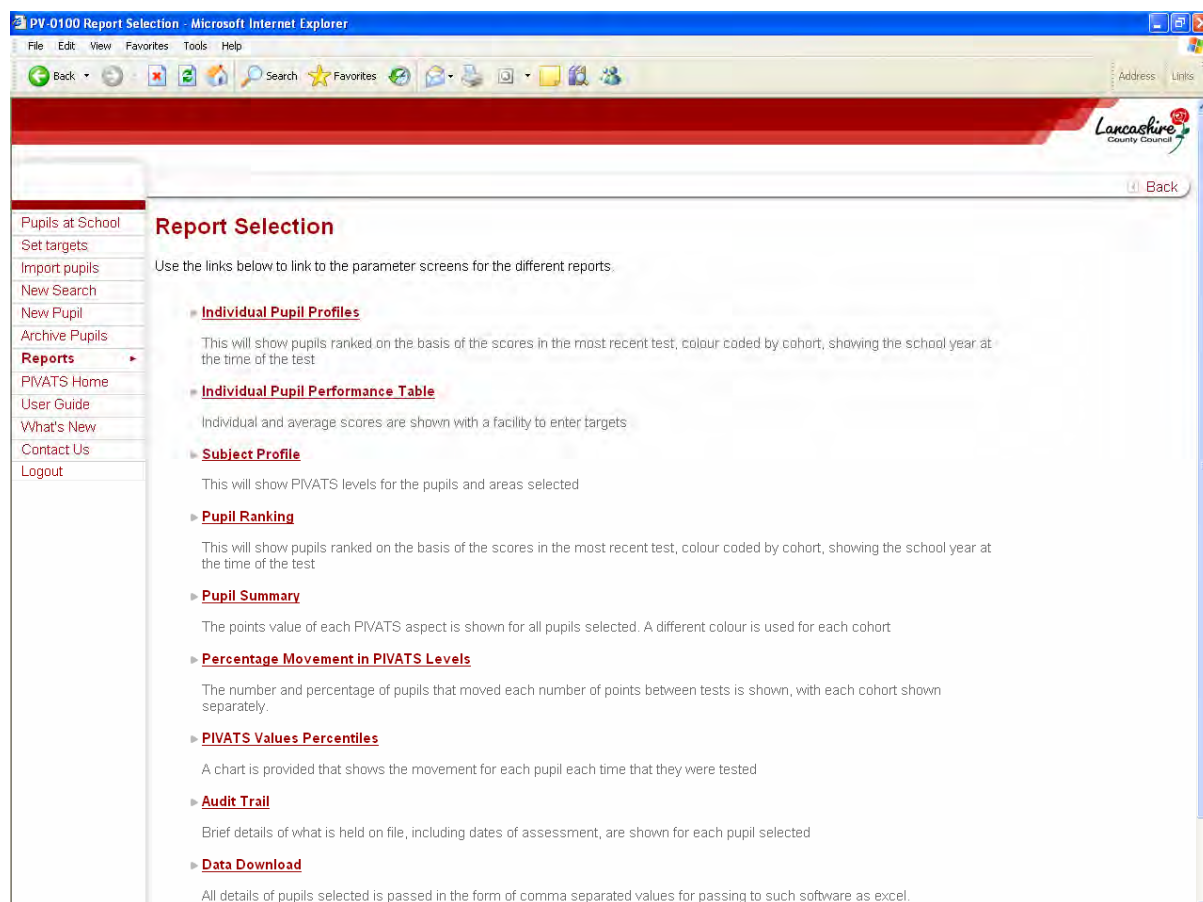
Please place a tick in the boxes to select those pupils you wish to archive. You may archive any number of pupils at one time.

Once you selected the relevant pupils, scroll to the bottom of the screen and click on the **Archive** button. Once the button is clicked, the selected pupils are moved out of the school and into an archive file.

If you archive the wrong pupil by mistake, please contact the PIVATS team who will be able to assist you in recovering the pupil.

Reports

To access the Reports, please click on the Reports options on the left hand menu, and the following screen will be displayed.



There are eight different reports and a data download function. To access any of the reporting functions, please click on the underlined name of the report.

Each report title has a brief description of the report underneath it to aid selection. Examples of the outputs from these reporting options are displayed on the following pages of this User Guide.

Each of the reports is adaptable via the Report Parameters form. The reports are generated from a full data set for the school which is then trimmed by this form.

The reports will be run will all the pupils in the school included as standard, but there are a number of options to restrict the pupils which will be included in the report. The default setting for the options is **All**, to specify the restrictions click on **Selected** on any option.

Pupils – This first option enables the user to select **All** of the pupils in the school (default setting) or a selected number of pupils. Clicking on the **Selected** option displays a list of Pupils in the school. For a single pupil report, click on the pupil's name and click **Run**. For multiple pupils hold down **CTRL** and click a number of pupils in list, then click **Run**.

Year Groups – Click on the **Selected** option and use the tick boxes to select which year groups to include. The year relates to the pupil's **year group at the time of assessment**.

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SEN – Click on the **Selected** option and use the tick boxes to select a SEN type to include in the report, multiple selections of SEN type are possible by holding **CTRL** and clicking with right mouse button.

Ethnicity – Click on the **Selected** option and use the tick boxes to select an Ethnicity to include in the report, multiple selections of Ethnicity are possible by holding **CTRL** and clicking with right mouse button.

These are the standard six parameters that are common for most of the reports. There are additional parameters specific to the different reports and they will be explained individually on the page detailing the individual report.

Individual Pupil Profile Report

PV-0100 Report Selection Screen - Microsoft Internet Explorer

File Edit View Favorites Tools Help

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County Council

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Report Parameters

Individual Pupil Profiles

Which pupils do you want to run the report for?

☒ All
☐ Selected (Max 35)

Date of Birth

☒ All
☐ Selected

Year groups:

☒ All
☐ Selected

Gender

☒ All ☐ Selected

SEN

☒ All
☐ Selected

Ethnicity

☒ All
☐ Selected

Include

☒ All assessments
☐ Assessments from time of SATs only

Use auto-scale on y-axes (Setting this option will prevent NCR points and PIVATS codes from being displayed).

☐ No ☒ Yes

Show National Curriculum Points

☒ Yes ☐ No

Heading to appear on report (optional)

Run

In addition to standard report parameters described on page 16, the individual pupil profile reports contains the additional parameters:

Include – ‘**All Assessments**’ is the default selection. It is possible to specify those assessments which have a date of assessment that falls close to a SATs period, based on the pupil’s year group on that date.

Auto-Scale on Y-Axes – Default setting is **No**, and the chart’s Y-Axes is fixed from 0 to 80 on PIVATS score. By selecting **Yes**, the scale will be unlocked from 0 to 80 and chart will scale itself according to the pupil’s highest PIVATS score. This is particularly useful for displaying charts of lower scoring pupils. The side effect is that the NCR points and PIVATS levels which usually appear on the Y-Axes have to be removed to allow the auto-scaling.

Show National Curriculum Points – The NCR points are displayed by default on the chart unless the Auto-Scale option is selected. Clicking **No** allows the user to remove them.

Heading to appear on report – This is an optional feature which allows the user to title the chart with their own words in addition to the standard format

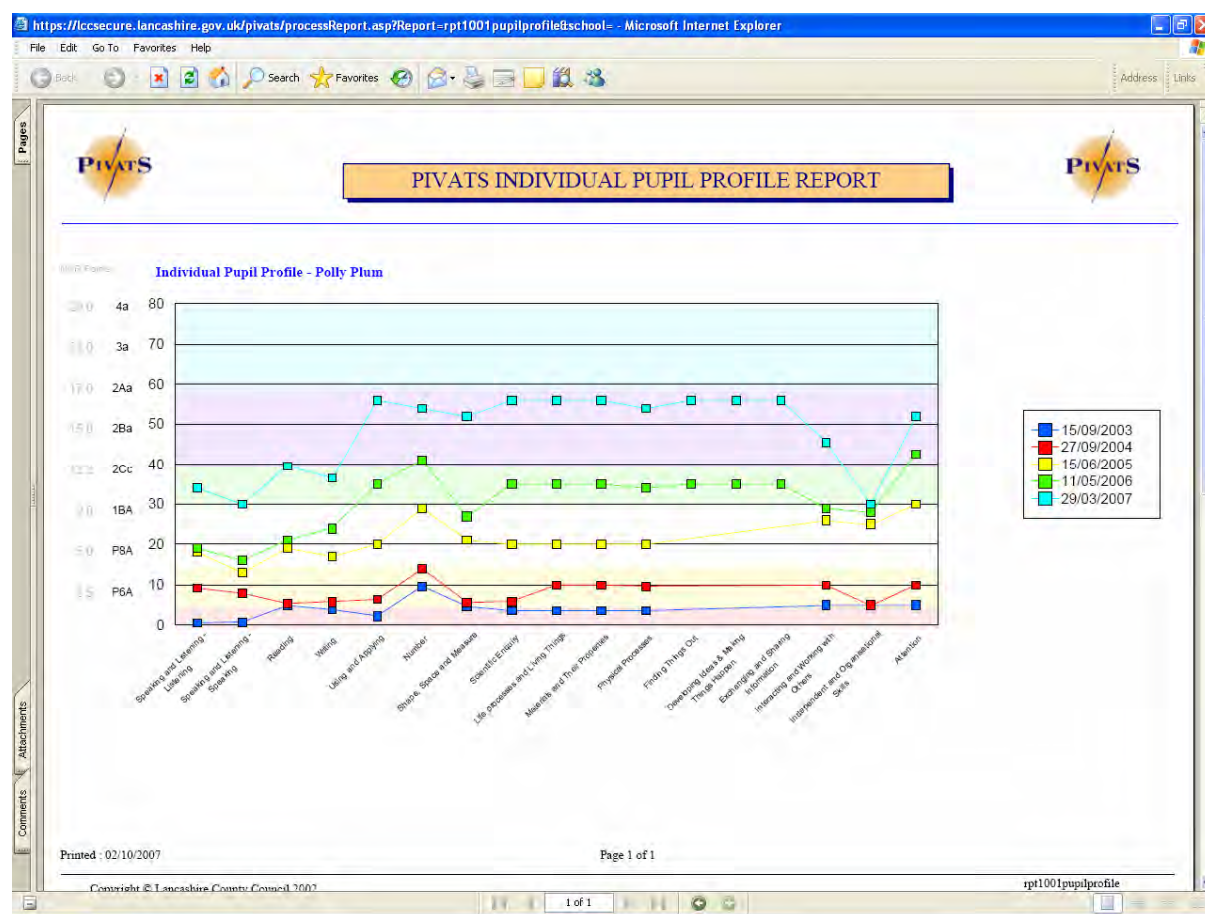
Individual Pupil Profile Report

Clicking on 'Run' on the report parameters page will display the following report. This report will display details of each PIVATS level score for all 14 aspects using a different coloured line for each year that the child has been assessed.

The background colours are shaded to show the appropriate cohort groups (*See Appendix A*)

One chart is produced for each pupil selected in the report parameters page (*Page 18*). If 'all' was selected on the report parameters page, a chart will be produced for each pupil at the school who has assessment data on the PIVATS website.

The report displays graphically the strengths and weaknesses of individual pupils over the years for which data has been entered, enabling the user to see areas of improvement and development areas.



Individual Pupil Performance Table

In addition to standard report parameters described on page 16, the individual pupil performance table contain the additional parameters:

Compare assessments between – This asks the user to specify the two academic years from which to take each assessment for comparison. **This is not a ‘between dates’ field.** Firstly, the form is asking for the start date of the first academic year. Entering 2005 in here, tells PIVATS to take the assessment from between 1 September 2005 to 31 August 2006, in other words the academic year 2005/06. The second date should then be the following year. Entering 2006 in here, tells PIVATS to take the assessment from between 1 September 2006 to 31 August 2007, in other words the academic year 2006/07.

Example: A Smith has 2 assessments on record, one in June 2006, and one in May 2007. To capture these using the field above, the user must enter **2005** and **2006**.

	Academic Year 05/06	Academic Year 06/07
Year commencing 1st	September 2005	September 2006
	October 2005	October 2006
	November 2005	November 2006
	December 2005	December 2006
	January 2006	January 2007
	February 2006	February 2007
	March 2006	March 2007
	April 2006	April 2007
	May 2006	May 2007
	June 2006	June 2007
	July 2006	July 2007
	August 2006	August 2007

Clicking on ‘Run’ on the report parameters page will display the following report. This report will display details of individual and average scores for all 17 aspects of PIVATS. It compares assessment details for the years specified in the report parameters (*Page 20*) allowing the user to set future targets.

https://lccsecure.lancashire.gov.uk/pivats/processReport.asp?Report=rpt1010PupilPerformance&tsch - Microsoft Internet Explorer

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Address Links

PIVATS PUPIL PERFORMANCE REPORT

PETER PEACH Date of Birth 20/09/1996	2005 - 2006			2006 - 2007			Predicted Improvement Linked to statement objectives and Annual Review				
	PIVATS LEVEL	PIVATS SCORE	COHORT	PIVATS LEVEL	PIVATS SCORE	COHORT	Improve ment	PIVATS LEVEL	PIVATS SCORE	COHORT	Increase
Speaking and Listening - Listening	3c	66.00	6	3a	70.00	6	4.00				
Speaking and Listening - Speaking	2Bb	48.50	5	3a	70.00	6	21.50				
Reading	2Cc	39.50	4	2Ba	50.00	5	10.50				
Writing	1Ab	34.00	4	2Bd	45.50	5	11.50				
AVERAGE SCORES		47.00	4.75		58.88	5.50					
Using and Applying	1Aa	35.00	4	2Ac	56.00	5	21.00				
Number	2Bb	48.50	5	2Ac	56.00	5	7.50				
Shape, Space and Measure	2Ab	58.00	5	2Ab	58.00	5	0.00				
AVERAGE SCORES		47.17	4.67		56.67	5.00					
Scientific Enquiry	3c	66.00	6	3a	70.00	6	4.00				
Life processes and Living Things	3b	68.00	6	3a	70.00	6	2.00				
Materials and Their Properties	3b	68.00	6	3a	70.00	6	2.00				
Physical Processes	3b	68.00	6	3a	70.00	6	2.00				
AVERAGE SCORES		67.50	6.00		70.00	6.00					
Finding Things Out	2Ab	58.00	5	3c	66.00	6	8.00				
Developing Ideas & Making Things Happen	2Ad	54.00	5	2Ac	56.00	5	2.00				
Exchanging and Sharing Information	2Ad	54.00	5	2Aa	60.00	5	6.00				
AVERAGE SCORES		55.33	5.00		60.67	5.33					
Interacting and Working with Others	2Bc	47.00	5	3a	70.00	6	23.00				
Independent and Organisational Skills	2Ba	50.00	5	3e	62.00	6	12.00				
Attention	2Ba	50.00	5	2Ba	50.00	5	0.00				
AVERAGE SCORES		49.00	5.00		60.67	5.67					
OVERALL AVERAGE		53.68	5.12		61.74	5.53	8.06				

6 of 9

Subject Profile

Report Parameters

Subject Profile

Which pupils do you want to run the report for?

☒ All
☐ Selected (Max 35)

Date of Birth

☒ All
☐ Selected

Year groups:

☒ All
☐ Selected

Gender

☒ All ☐ Selected

SEN

☒ All
☐ Selected

Ethnicity

☒ All
☐ Selected

Cohort

☒ All
☐ Selected

Date range for assessment

☒ All
☐ Selected

Which PIVATS aspects do you want to run the report for?

Speaking and Listening - Listening
Writing
Reading
Speaking and Listening - Speaking
Number

In addition to standard report parameters described on page 16, the individual pupil performance table contain the additional parameters:

Date Range for Assessment – By default, **All** is selected and all assessments will be included for the pupils. Clicking on **Selected** brings up two date boxes. PIVATS is requesting to limit the report by including on those assessments that happened between these two dates. Please enter a start date and an end date in the format dd/mm/yyyy (e.g. 21/09/2006).

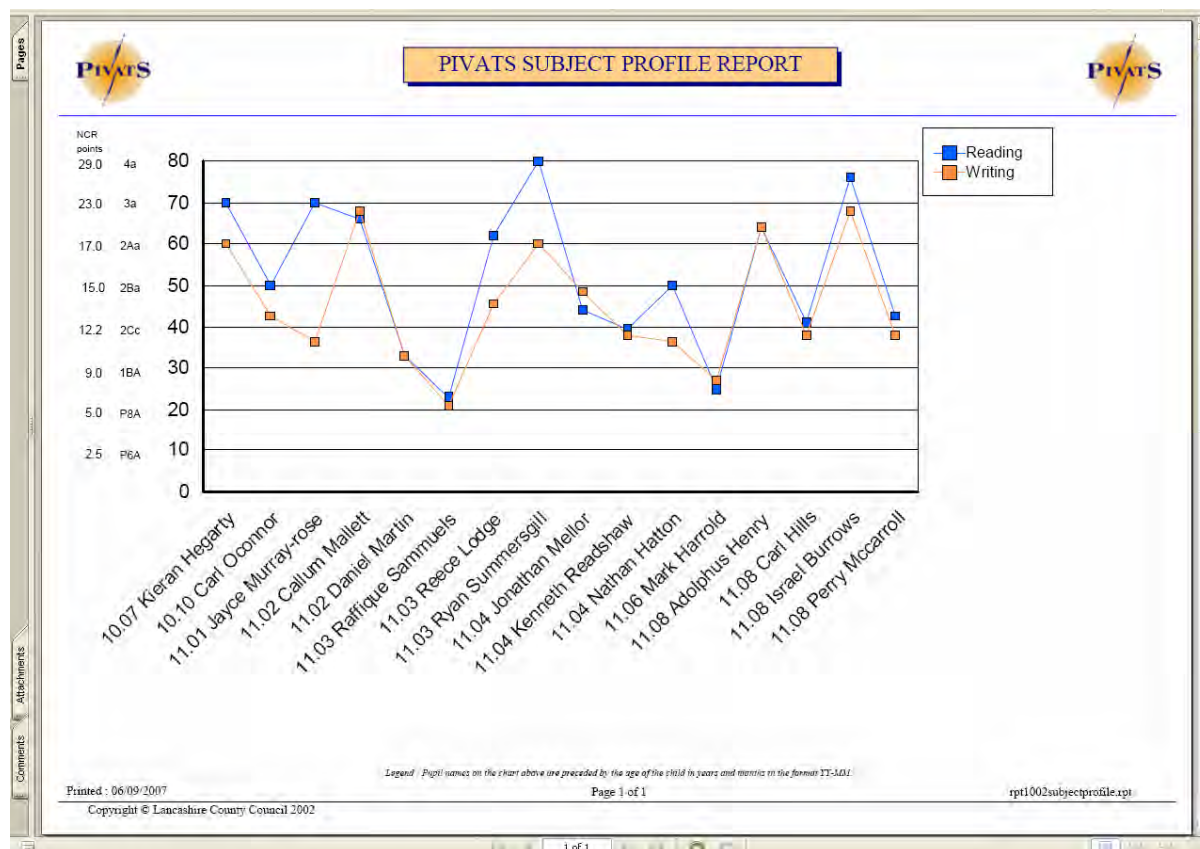
Which PIVATS aspects do you want to run the report for? – If this list is left blank, PIVATS will run the report for all 14 aspects with one aspect per page in the 14 page report. The user may wish to select a single aspect or multiple aspects using **CTRL** and the left mouse button.

Auto-Scale on Y-Axes – Default setting is **No**, and the chart's Y-Axes is fixed from 0 to 80 on PIVATS score. By selecting **Yes**, the scale will be unlocked from 0 to 80 and chart will scale itself according to the pupil's highest PIVATS score. This is particularly useful for displaying charts of lower scoring pupils. The side effect is that the NCR points and PIVATS levels which usually appear on the Y-Axes have to be removed to allow the auto-scaling.

Show National Curriculum Points – The NCR points are displayed by default on the chart unless the Auto-Scale option is selected. Clicking **No** allows the user to remove them.

Subject Profile

Clicking on Run will display the following graph or similar, depending on the subjects chosen and the number of pupils chosen. This example report below has been restricted to a set number of children in year 6 at the time of assessment, and only showing their Reading and Writing Assessments.



This report can be used to show a school performance in a particular subject or group of subjects for a set group of pupils, perhaps a year group or SEN group.

On the X-Axis – the pupils' names are displayed preceded by the age of the pupil at the time of assessment displayed in years and then months. For example an age of 11.06 means that the pupil was 11 years and 6 months old at the time of assessment.

On the Y-Axis – the PIVATS score is displayed together with the NCR Points and PIVATS levels (if selected).

In the Chart – the different lines represent different subjects and are marked by the legend to the right of the chart.

Pupil Ranking

In addition to standard report parameters described on page 16, the Pupil Ranking Report contains the additional parameters:

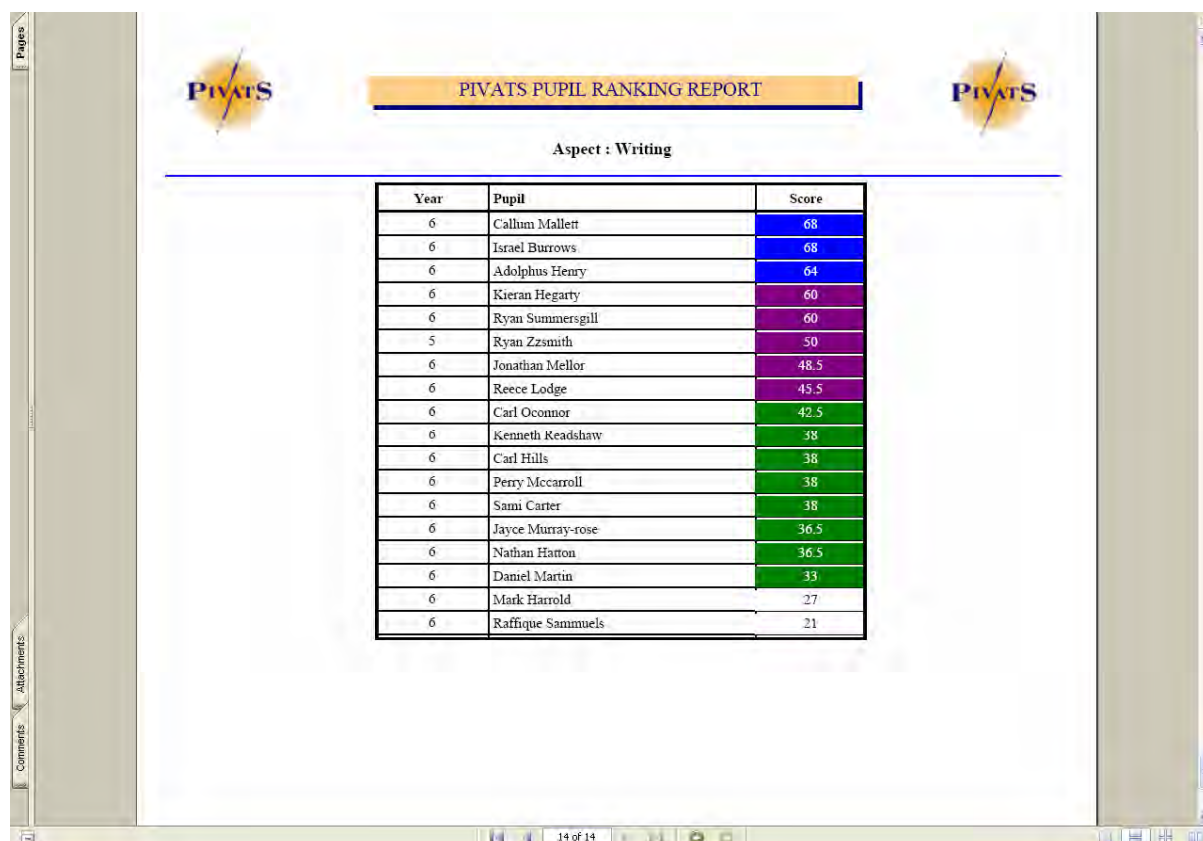
Date Range for Assessment – By default, **All** is selected and all assessments will be included for the pupils. Clicking on **Selected** brings up two date boxes. PIVATS is requesting to limit the report by including on those assessments that happened between these two dates. Please enter a start date and an end date in the format dd/mm/yyyy (e.g. 21/09/2006).

Which PIVATS aspects do you want to run the report for? – If this list is left blank, PIVATS will run the report for all 14 aspects with one aspect per page in the 14 page report. The user may wish to select a single aspect or multiple aspects using **CTRL** and the left mouse button.

Heading to appear on report – This is an optional feature which allows the user to title the chart with their own words in addition to the standard format

Pupil Ranking

Clicking on Run will display the following graph or similar, depending on the subjects chosen and the number of pupils chosen. This example report below has been restricted to a set number of children in year 6 at the time of assessment, and only showing their Writing Assessment.



Year	Pupil	Score
6	Callum Mallett	68
6	Israel Burrows	68
6	Adolphus Henry	64
6	Kieran Hegarty	60
6	Ryan Summersgill	60
5	Ryan Zzsmith	50
6	Jonathan Mellor	48.5
6	Reece Lodge	45.5
6	Carl Oconnor	42.5
6	Kenneth Keadshaw	38
6	Carl Hills	38
6	Perry Mccarroll	38
6	Sami Carter	38
6	Jayce Murray-rose	36.5
6	Nathan Harton	36.5
6	Daniel Martin	33
6	Mark Harrold	27
6	Raffique Sammuels	21

This report can be used to compare pupils' results for a particular subject, and it is displayed as a table rather than a chart. This table can be used in conjunction with a **Subject Profile Chart** generated using the same report parameters.

Column 1 – This displays the year group that the pupil was in at the time of assessment

Column 2 – Pupil Name

Column 3 – Score, which is displayed in descending order, and is also coloured to show which cohort the pupil falls into. Further information on the cohorts is shown in *Appendix A*.

Pupil Summary Report

PV-0100 Report Selection Screen - Microsoft Internet Explorer

File Edit View Favorites Tools Help

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Lancashire County Council

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Pupils at School
Set targets
Import pupils
New Search
New Pupil
Archive Pupils
Reports
PIVATS Home
User Guide
What's New
Contact Us
Logout

Report Parameters

Pupil Summary

Which pupils do you want to run the report for?

☒ All
☐ Selected (Max 35)

Date of Birth

☒ All ☐ Selected

Year groups:

☒ All ☐ Selected

Gender

☒ All ☐ Selected

SEN

☒ All ☐ Selected

Ethnicity

☒ All ☐ Selected

Date range for assessment

☒ All ☐ Selected

Heading to appear on report (optional)

Run

In addition to standard report parameters described on page 16, the Pupil Summary Report contains the additional parameters:

Date Range for Assessment – By default, **All** is selected and all assessments will be included for the pupils. Clicking on **Selected** brings up two date boxes. PIVATS is requesting to limit the report by including on those assessments that happened between these two dates. Please enter a start date and an end date in the format dd/mm/yyyy (e.g. 21/09/2006).

Heading to appear on report – This is a optional feature which allows the user to title the chart with their own words in addition to the standard format

Pupil Summary Report

Clicking on Run will display the following graph or similar, depending on the number of pupils chosen. This report displays the selected pupils in alphabetical order with their most selected PIVATS score for each of the 17 aspects of PIVATS. If 'all' is selected in the 'Data Range for Assessment' field on the report parameter page (*Page 26*), then the most recent assessment for each pupil will be displayed.

The number of pupils displayed on the report is dependent on the pupils selected in the report parameters page (*Page 26*). If 'all' was selected on the report parameters page, all pupils at the school who have assessment data on the PIVATS website will be displayed.

Each score is coloured according to the cohort that the pupil's score falls into. For a full explanation of the cohorts and their colouration, please refer to *Appendix A*.

https://lccsecure.lancashire.gov.uk/pivats/processReport.asp?Report=rpt1004pupilssummary&school=- Microsoft Internet Explorer

File Edit Go To Favorites Help

Back Forward Stop Home Search Favorites

Address Links

PIVATS PUPIL SUMMARY REPORT

Year	Pupil	Reading	Writing	Listening	Speaking	Using & Applying	Number	Shape, Space & Measures	Scientific Enquiry	Life Processes	Materials and Their Properties	Physical Processes	Interactions	Independence	Attention	Finding Things Out	Developing Ideas	Sharing Info
6	Avril Apple	64	48.5	60	64	64	36.5	58	60	66	60	64	32	50	48.5	64	66	66
6	Billy Berry	19	39.5	28	21	35	56	56	64	66	56	66	34	58	50	58	38	56
8	Cherie Cherry	64	72	62	68	64	70	58	60	62	70	74	60	66	72	58	70	66
7	George Gooseberry	47	36.5	44	32	41	39.5	45.5	44	41	35	35	42.5	38	41	42.5	34	38
5	Molly Melon	70	70	78	74	54	70	66	72	80	60	72	80	30	38	76	70	76
5	Peter Peach	12	18	70	48.5	34	29	58	60	60	70	58	47	42.5	48.5	58	56	54
4	Polly Plum	5.4	5.8	18	30	2.25	54	27	20	20	20	20	45.5	5	10	35	35	56
6	Rozzie Raspberry	44	58	58	47	47	54	62	56	60	64	58	58	54	50	62	62	47
7	Sally Strawberry	38	34	42.5	41	47	45.5	42.5	48.5	33	41	47	41	32	30	42.5	32	45.5

Cohorts 1 2 3

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Percentage Movement in PIVATS Levels

Report Parameters

Percentage Movement in PIVATS Levels

Which pupils do you want to run the report for? ☒ All ☐ Selected (Max 35)

Date of Birth ☒ All ☐ Selected

Year groups: ☒ All ☐ Selected

Gender ☒ All ☐ Selected

SEN ☒ All ☐ Selected

Ethnicity ☒ All ☐ Selected

Compare assessments between Year commencing 1st September... 2005
and year commencing 1st September... 2006

Which PIVATS aspects do you want to run the report for?
Speaking and Listening - Listening
Writing
Reading
Speaking and Listening - Speaking
Number

Run for all schools? ☐ All schools ☒ This school only

Heading to appear on report (optional)

In addition to standard report parameters described on page 16, the PIVATS Movement Report contains the additional parameters:

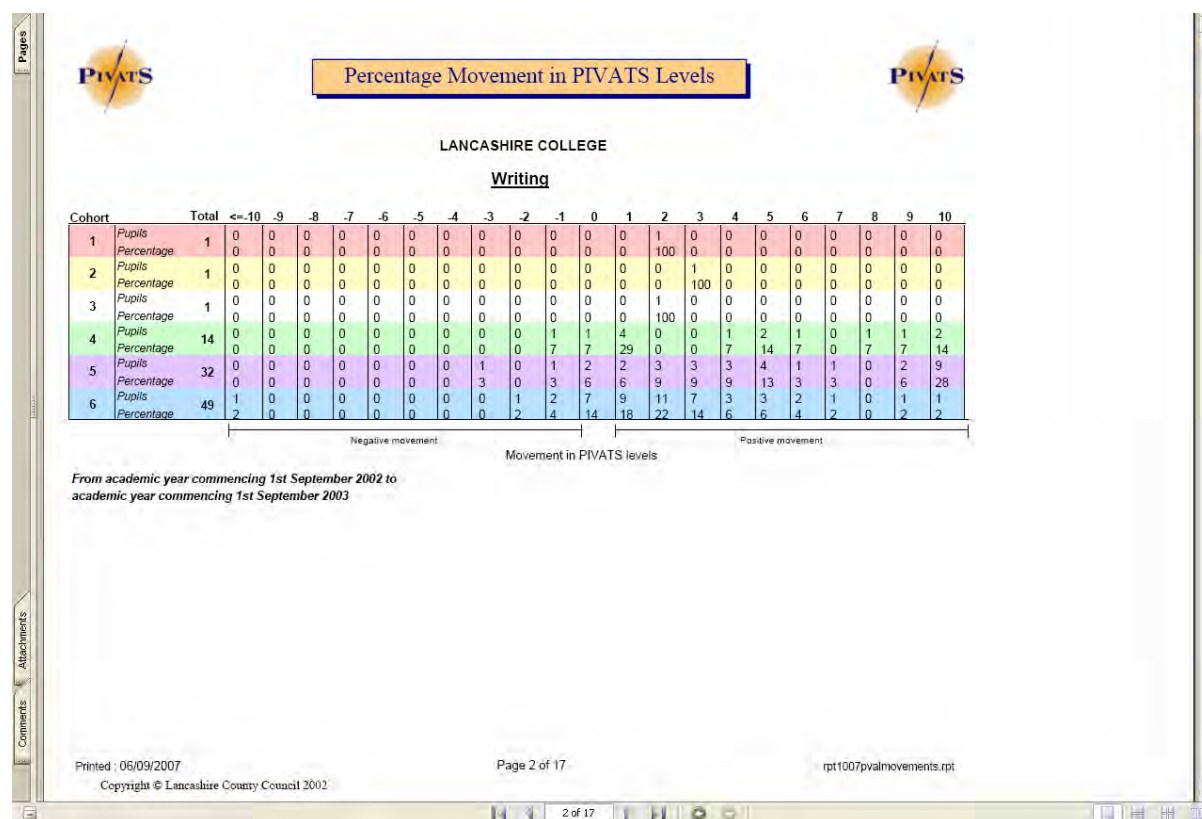
Compare assessments between – This asks the user to specify the two academic years from which to take each assessment for comparison. **This is not a ‘between dates’ field.** Firstly, the form is asking for the start date of the first academic year. Entering 2005 in here, tells PIVATS to take the assessment from between 1 September 2005 to 31 August 2006, in other words the academic year 2005/06. The second date should then be the following year. Entering 2006 in here, tells PIVATS to take the assessment from between 1 September 2006 to 31 August 2007, in other words the academic year 2006/07. **(For example see page 20).**

Which PIVATS aspects do you want to run the report for? – If this list is left blank, PIVATS will run the report for all 14 aspects with one aspect per page in the 14 page report. The user may wish to select a single aspect or multiple aspects using **CTRL** and the left mouse button.

Run for all Schools? – The default value is set to run for your school only, but the report can be run for all schools to examine the PIVATS movement in all pupils. This is restricted to only those schools which actively participate in PIVATS.

Percentage Movement in PIVATS Levels

Clicking on Run will display the following graph or similar, depending on the subjects chosen and the number of pupils chosen. This example report below has been restricted to a set number of children and only showing their Writing Assessment.



This colourful chart shows the increase or reduction in PIVATS scores between two assessments by cohorts of pupils. The different colours relate to the different cohorts and the cohorts are numbered 1 to 6. For an explanation of the cohorts, please refer to *Appendix A*.

If there are a number of pupils in the **zero** column in the centre of the table, this means that those pupils have scored exactly the same PIVATS score for the particular aspect in two consecutive assessments.

If there are a number of pupils in a **negatively** numbered column in the table, this means that those pupils have scored a lower PIVATS level in the most recent assessment and the higher PIVATS score in the previous assessment. Thus their assessed ability has fallen between assessments.

If there are a number of pupils in a **positively** numbered column in the table, this means that those pupils have scored a higher PIVATS level in the most recent assessment and the lower PIVATS score in the previous assessment. Thus their assessed ability has risen between assessments and the pupils are showing improvement.

Each step in the chart relates to 1 PIVAT performance indicator step. For example a value of +2 in the table above could relate to a movement from P4e to P4c (0.4 points) or 2Cb to 2Be (3 points).

PIVATS Value Percentiles

The screenshot shows a web browser window with the Lancashire County Council logo in the top right. On the left is a navigation menu with links: Pupils at School, Set targets, Import pupils, New Search, New Pupil, Archive Pupils, Reports (highlighted), PIVATS Home, User Guide, What's New, Contact Us, and Logout. The main content area is titled 'Report Parameters' and 'PIVATS Values Percentiles'. It contains several form fields:

Which pupils do you want to run the report for?	<input checked="" type="radio"/> All <input type="radio"/> Selected (Max 35)
Date of Birth	<input checked="" type="radio"/> All <input type="radio"/> Selected
Gender	<input checked="" type="radio"/> All <input type="radio"/> Selected
SEN	<input checked="" type="radio"/> All <input type="radio"/> Selected
Ethnicity	<input checked="" type="radio"/> All <input type="radio"/> Selected
Which PIVATS aspects do you want to run the report for?	<div>Speaking and Listening - Listening Writing Reading Speaking and Listening - Speaking Number</div>
Cohort	All cohorts
Percentile Graphs to Display	<div>5% 25% 50% 75% 95%</div>
Use auto-scale on y-axes (Setting this option will prevent NCR points and PIVATS codes from being displayed).	<input checked="" type="radio"/> No <input type="radio"/> Yes
Show National Curriculum Points	<input checked="" type="radio"/> Yes <input type="radio"/> No

In addition to standard report parameters described on page 16, the PIVATS Movement Report contains the additional parameters:

Which PIVATS aspects do you want to run the report for? – If this list is left blank, PIVATS will run the report for all 14 aspects with one aspect per page in the 14 page report. The user may wish to select a single aspect or multiple aspects using **CTRL** and the left mouse button.

Cohort – The dropdown list allows the user to select a particular cohort to run the report for. Only single selections are permitted. Explanations of the cohorts are available in *Appendix A*.

Percentile Graphs to Display – There are 5 options of graph to display. The value percentile line is the average level of attainment by all pupils within the PIVATS database. Each percentile corresponds to a group of pupils within the completed PIVATS dataset. For example, 75% is the average level of attainment by the lowest 75% of pupils in terms of attainment. The user should select a value percentile that is relevant to their pupils' typical attainment. For pupils with a lower level of attainment, the user should select a lower percentile to compare to (ie 5%). For pupils with a higher level of attainment, the user should select a higher percentile to compare to (ie 75%).

Auto-Scale on Y-Axes – Default setting is **No**, and the chart's Y-Axes is fixed from 0 to 80 on PIVATS score. By selecting **Yes**, the scale will be unlocked from 0 to 80 and chart will scale itself according to the pupil's highest PIVATS score. This is particularly useful for displaying charts of lower scoring pupils. The side effect is that the NCR points and PIVATS levels which usually appear on the Y-Axes have to be removed to allow the auto-scaling.

Show National Curriculum Points – The NCR points are displayed by default on the chart unless the Auto-Scale option is selected. Clicking **No** allows the user to remove them.

PIVATS Value Percentiles

Clicking on Run will display the following graph or similar, depending on the subjects chosen, the number of pupils chosen and the value percentile chosen. The report is intended to show the level of movement between each national curriculum year for a pupil. That movement is then plotted against other pupils at the school and a value percentile comparator.

The value percentile line (75% in this example) is the average level of attainment by all pupils within the PIVATS database. Each percentile corresponds to a group of pupils within the completed PIVATS dataset. 75% is the average level of attainment by the lowest 75% of pupils in terms of attainment. The user should select a value percentile that is relevant to their pupils' typical attainment. For pupils with a lower level of attainment, the user should select a lower percentile to compare to (ie 5%). For pupils with a higher level of attainment, the user should select a higher percentile to compare to (ie 75%).

One line is displayed for each pupil selected in the report parameters page (*Page 30*). If 'all' was selected on the report parameters page, a line will be displayed for each pupil at the school who has assessment data on the PIVATS website.

One chart is displayed for each PIVATS aspect selected in the report parameters page (*Page 30*). If 'all' was selected on the report parameters page, 17 charts will be produced for each of the 17 PIVATS aspects.



Audit Trail

Audit Trail allows the user to display brief details for individual pupils within the school. Details of the assessment dates will be displayed, but not the individual assessment details or scores.

The Audit Trail Report Parameters screen is similar to that shown on page 16. Once the user has click on Run within the report parameters screen, the following report is displayed:

PV-0100 Report Selection Screen - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Home Links

Address Links

Lancashire
County Council

Back

Report Parameters

Audit Trail

Which pupils do you want to run the report for?

☒ All
☐ Selected (Max 35)

Date of Birth

☒ All ☐ Selected

Gender

☒ All ☐ Selected

SEN

☒ All
☐ Selected

Ethnicity

☒ All
☐ Selected

Heading to appear on report (optional)

Run

The details shown above are the details which are entered in the pupil details screen displayed on page 9.

Data Download

The **Data Download** facility enables the user to extract selected data from the PIVATS system as a CSV file which will open in other programmes including Excel. The data which is to be extracted can be selected using the standard report parameters as displayed below:

PV-0100 Report Selection Screen - Microsoft Internet Explorer

File Edit View Favorites Tools Help

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Address Links

Lancashire
County Council

Back

Report Parameters

Data Download

Which pupils do you want to run the report for?

☒ All ☐ Selected (Max 35)

Date of Birth

☒ All ☐ Selected

Year groups:

☒ All ☐ Selected

Gender

☒ All ☐ Selected

SEN

☒ All ☐ Selected

Ethnicity

☒ All ☐ Selected

Date range for assessment

☒ All ☐ Selected

Run for all all pupils or pupils with assessments only?

☒ All pupils ☐ Pupils with assessments only

Run

When run is clicked the **Download** screen will then be displayed:

PV-0101 Download Screen - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Search Favorites Home Print Mail

Address Links

Lancashire
County Council

Back

Data Download

Download

When the screen is displayed as above, using the mouse hover over the underlined word Download and right click. On the menu that appears please select “Save Target As...”. When the next screen is displayed please select a memorable location for the file and rename the file if you wish. Your CSV file is then ready for use outside of PIVATS.

Appendix A

Cohorts

A cohort is a group of people who share a characteristic.

In PIVATS we use the individual PIVATS score of a pupil to assign that pupil to a cohort. The scores as they relate to their cohorts are displayed below:

PIVATS benchmark cohort group:	Colour:	PIVATS levels:	PSD PIVATS levels:	PIVATS score range:
1	RED	P1(i)e-P4a	PSD1e – PSD4a	0.15 – 6
2	YELLOW	P5e-P7a	PSD5e – PSD7a	6.4 – 15
3	WHITE	P8e-1Ba	PSD8e - PSD10a	16 - 30
4	GREEN	1Ae-2Ca	PSD11e - PSD12a	31 – 42.5
5	LILAC	2Be-2Aa	PSD13e - PSD14a	44 – 60
6	BLUE	3e and above	PSD15e – PSD16a	62 - 80

When displaying the cohorts on a chart, PIVATS use colours to signify where the cohort banding exists. It is displayed as a pale colour on the background of a chart.

In the Pupil Ranking Report, cohort colouration is used directly in the table that is produced to show which cohort the individual pupils fit into.

Appendix B

PIVATS Scoring Sheet

Name:						
PIVATS element:	PIVATS level:					PIVATS Score:
Speaking and Listening – Listening						
Speaking and Listening – Speaking						
Reading						
Writing						
Using and Applying						
Number						
Shape, Space and Measure						
Scientific Enquiry						
Life Processes and Living Things						
Materials and Their Properties						
Physical Processes						
Finding Things Out						
Developing Ideas and Making Things Happen						
Exchanging and Sharing Information						
Interacting and Working With Others						
Independent and Organisational Skills						
Attention						

Technical Assistance / Contact Us

The PIVATS team sits within the Professional Support Team at Lancashire County Council. Professional Support operate a helpline on **01772 531555**. You can also contact us via email on pivats@ed.lancscc.gov.uk.

For technical queries with the PIVATS online data analysis website please help us to deal with your query efficiently by having your PIVATS username (e.g. 8887024) to hand.

PIVATS Username	
-----------------	--

For queries about PIVATS training, please contact the Marketed Services Team on 01257 517197 or email at slamd.team@ed.lancscc.gov.uk.

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